



County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

DAVID E. JANSSEN
Chief Executive Officer

July 31, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: FIRE STATION 147
APPARATUS BAY AND HEADER RAISING
REFURBISHMENT PROJECT - ESTABLISH CAPITAL PROJECTS
APPROVE APPROPRIATION ADJUSTMENT
APPROVE PROJECT BUDGET - CATEGORICAL EXEMPTION
SPECS. 6874; C.P. 88739
(THIRD DISTRICT) (3VOTES)**

JOINT RECOMMENDATION WITH THE FIRE CHIEF:

1. Find the Fire Station 147 Apparatus Bay and Header Raising Refurbishment Project categorically exempt under the California Environmental Quality Act (CEQA).
2. Approve the establishment of the following capital projects: C.P. 88735 for Fire Station 67 located in the City of Calabasas; C.P. 88736 for Fire Station 69 located in the City of Topanga; C.P. 88737 for Fire Station 103 located in the City of Pico Rivera; C.P. 88738 for Fire Station 116 located in the City of Carson; and C.P. 88739 for Fire Station 147 located in the City of Lynwood.
3. Approve the attached Appropriation Adjustment to reallocate \$3,246,000 from Capital Project (C.P.) No. 88935 to and among C.P. Nos. 88735, 88736, 88737, 88738, and 88739.
4. Approve the \$758,400 total project budget for the Fire Station 147 project as detailed in Attachment A.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

5. Authorize the Director of Public Works to manage and deliver construction of the Fire Station 147 project on behalf of the Consolidated Fire Protection District (Fire District); to award and execute consultant Agreements, amendments, and supplements related to this project within the same authority and limits delegated to the Director by your Board for County projects; to accept the project; and to release retention upon acceptance.
6. Authorize the Director of Public Works to initiate the refurbishment work for the Fire Station 147 project by using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will establish refurbishment projects at five existing fire stations and authorize design and construction activities on one of the newly established projects to proceed. Each of the proposed projects entails modifications to apparatus bay door headers and/or expand the size of the apparatus bay to accommodate recently acquired fire engines, whose height and length exceed the dimensions of the existing apparatus bays. The refurbishment projects being recommended include:

- C.P. 88735: Fire Station 67 (Calabasas) - Increasing the height of the front apparatus bay door header.
- C.P. 88736: Fire Station 69 (Topanga) – Increasing the height of the front apparatus bay door header.
- C.P. 88737: Fire Station 103 (Pico Rivera) – Increasing the height of the rear apparatus bay door header and construction of a new driveway.
- C.P. 88738: Fire Station 116 (Carson) - Construction of a new apparatus bay and driveway, and relocation of an existing fuel tank.
- C.P. 88739: Fire Station 147 (Lynwood) – Increasing the height of the rear apparatus bay door header and repair of the existing concrete driveway.

Of the five recommended projects, only the Fire Station 147 project is prepared to commence construction. This project will extend the apparatus bay approximately 6 feet 10 inches and raise the rear header to a height of 14 feet and repair the existing driveway. These modifications will allow the apparatus bay to accommodate and meet the operational requirements of the Fire District.

In October 2006, GKK Works, under a Board-approved as-needed Architect/Engineer Design Services Agreement managed by the Fire District, was authorized to provide design services for the expansion of the apparatus bay and raising of the header. Plans and specifications are now completed. Upon authorization by your Board to proceed, construction will be managed by Public Works and completed through a Board-approved Job Order Contract.

Design activities on the remaining four projects have not yet commenced. Public Works is currently conducting a solicitation process for an architect/engineering firm to prepare plans and specifications for the remaining four projects. Upon completion of Public Works' solicitation process, we will return to your Board with recommendations for a design services agreement.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Service Excellence and Fiscal Responsibility as this project is an investment in public infrastructure that will benefit the community of Lynwood by improving the Fire Department's ability to respond to local emergencies.

FISCAL IMPACT/FINANCING

The total cost of the Fire Station 147 Apparatus Bay and Header Raising Refurbishment project, including plans and specifications, plan check, construction, Change Orders, Civic Art allocation, consultant services, miscellaneous expenditures, and County services, is estimated at \$758,400. Approval of the attached appropriation adjustment will transfer \$660,000 from C.P. 88935 to the Fire Station 147 Project budget (C.P. 88739) and provide sufficient funds to complete the project. The Project Schedule and Budget Summary for C.P. 88739 are included in Attachment A.

The attached appropriation adjustment also transfers an additional \$2,586,000 from C.P. 88935 to the four refurbishment projects that are recommended in this letter, as indicated below:

C.P. 88735: Fire Station 67:	\$ 340,000
C.P. 88736: Fire Station 69:	345,000
C.P. 88737: Fire Station 103:	340,000
C.P. 88738: Fire Station 116:	<u>1,561,000</u>
Total	\$2,586,000

These funds will fund design activities on the four remaining projects. Until construction costs are estimated, it is uncertain if they will be sufficient to fund construction. We will return to your Board with further funding recommendations as project designs are finalized and construction costs are determined.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

GKK Works was retained under a Fire District's as-needed Architect/Engineer Design Services Agreement to prepare plans and specifications for the Fire Station 147 project (Contract 75527).

Construction of the project will be carried out by a Board-approved Job Order Contract.

As required by your Board, the project cost includes one (1) percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

ENVIRONMENTAL DOCUMENTATION

The proposed project has been reviewed and determined to be categorically exempt under CEQA in accordance with State CEQA Guidelines, Sections 15301 (a), (d), and (e), and the County of Los Angeles Environmental Procedures and Guidelines, Class 1, adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

Not Applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services or projects during performance of the proposed work. The work will be limited to the rear portion of the apparatus bay. The apparatus bay and the adjoining Fire Station will remain operational during construction.

The Honorable Board of Supervisors
July 31, 2007
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CONCLUSION

Please return one adopted copy of this letter to Public Works (Project Management Division II) and Fire District (Construction and Maintenance Division).

Respectfully submitted,



DAVID E. JANSSEN
Chief Executive Officer



MICHAEL FREEMAN
Fire Department

DEJ:MF:DL
DEJ:DJT:z

Attachment (2)

c: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Department of Public Works

July 17, 2007

ATTACHMENT A

**FIRE STATION 147 – APPARATUS BAY AND HEADER RAISING
REFURBISHMENT PROJECT - ESTABLISH CAPITAL PROJECTS
APPROVE PROJECT BUDGET - CATEGORICAL EXEMPTION
SPECS. 6874; C.P. 88739**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Design Construction Documents Jurisdictional Approval	04/09/07* 07/12/07*
Construction Substantial Completion Construction Completion	12/17/07 01/16/08
Project Acceptance	02/13/08

* Indicates completed activity

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Land Acquisition	0
Construction	
(a) Hard Construction	\$ 300,000
(b) Soil Remediation	\$ 55,000
(c) Change Order (15 percent)	\$ 53,400
(d) Civic Art	<u>\$ 4,700</u>
Subtotal	\$ 413,100
Equipment	0
Plans and Specifications	\$ 122,000
Consultant Services	\$ 14,500
Miscellaneous Expenditures	
(a) Office of Affirmative Action	\$ 3,300
(b) Printing/Legal Advertising	<u>\$ 2,200</u>
Subtotal	\$ 5,500
Jurisdictional Review and Plan Check	\$ 2,000
County Services	\$ 201,300
TOTAL	\$ 758,400

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S. 390-02
No.

DEPARTMENT OF FIRE

July 17, ~~2006~~ 2007

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3-Vote
Fiscal Year 2007-08

SEE ATTACHED FOR DETAILS

This Appropriation Adjustment is necessary to provide funding to establish 147
Capital Projects 88735 through 88739 for Fire Stations 67,69, 103, 116 and 167.*Theresa Barrera*

Theresa Barrera, Assistant Chief, FMD

CHIEF ADMINISTRATIVE OFFICER'S REPORT

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

27

JUL 31 2007

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICERREFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR—

ACTION

APPROVED AS REQUESTED

AS REVISED

✓ RECOMMENDATION

19

CHIEF ADMINISTRATIVE OFFICER

AUDITOR-CONTROLLER

BY

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

19

No. 007

BY

DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT**

DEPT'S
NO. 390-02

DEPARTMENT OF FIRE

July 17, 2007

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

**3-Vote
Fiscal Year 2007-08**

SOURCES:

**Fire - Capital Project ACO
Station Refurbishment
Fixed Assets - B& I
J13-CP-65033-88935-6014
\$ 3,246,000**

USES:

**Fire - Capital Project ACO
Fire Station 67
Buildings & Improvements
J13-CP-65033-88735-6014
\$ 340,000**

**Fire - Capital Project ACO
Fire Station 69
Buildings & Improvements
J13-CP-65033-88736-6014
\$ 345,000**

**Fire - Capital Project ACO
Fire Station 103
Buildings & Improvements
J13-CP-65033-88737-6014
\$ 340,000**

**Fire - Capital Project ACO
Fire Station 116
Buildings & Improvements
J13-CP-65033-88738-6014
\$ 1,561,000**

**Fire - Capital Project ACO
Fire Station 147
Buildings & Improvements
J13-CP-65033-88739-6014
\$ 660,000**

Summary Total: Sources:
\$ 3,246,000

Uses:
\$ 3,246,000

Provide funding for refurbishment of and establish Capital Projects 88735 through 88739 for Fire Stations 67, 69, 103, 116, and 147 respectively as per Board Letter dated July 31, 2007.

147

BA# 007

f:\budget\budadj\BA0708

ASSISTANT CHIEF, FINANCIAL MANAGEMENT DIVISION

7/20/2007